

# Meeting Minutes 02/10/2025

March 7, 2025 Rick Skiff

## MINUTES OF REGULAR MEETING OF BOARD OF TRUSTEES HOLIDAY SHORES SANITARY DISTRICT Monday, February 10, 2025

The Board of Trustees of the Holiday Shores Sanitary District met on the above date in regular session pursuant to laws and rules of said Board of Trustees and in accordance with the terms of the notice of regular meetings.

Brennan Murphy, President and Trustee called the meeting to order. Trustees Jeff Hebenstreit and Richard Hayes were present. Rob Clarkson, General Manager, Joe Urban Operator, Rick Skiff, District Clerk and Erin Phillips, District Council were also present.

### OPEN FORUM

No customers in attendance.

#### APPROVAL OF MINUTES

The minutes of the January 13, 2025 regular meeting were submitted for approval, with the December Manager's Report for Operations attached. Mr. Hayes made a motion to approve the minutes for the December 09, 2024 meeting. Mr. Hebenstreit seconded the motion and all Trustees voted "Aye".

#### FINANCIAL

The Summary of Accounts and Statement of Revenues and Expenses were reviewed for the month-end balances on December 31, 2024. No Motion necessary.

#### DISBURSEMENTS

Unsell, Schattnik and Phillips submitted an invoice for legal fees from December 3, 2024 through January 13, 2025. Mr. Hayes made a motion to approve the November invoice for legal fees. Mr. Hebenstreit seconded the motion, and all Trustees voted "Aye".

There were 1 invoice submitted for Mr. Murphy to sign. HMG Engineers for the WWTP Improvements Design & Bidding, in the amount of \$8505.00.

#### APPROVAL OF

#### APPLICATIONS

Water/Sewer applications list for January 2025 was submitted

for approval. Mr. Hayes made a motion to approve the applications for December 2024. Mr. Hebenstreit seconded the motion, and all Trustees voted “Aye”.

#### OTHER

Update on UPM Software. Mr. Skiff stated that training is continuing. The expected go live date is in June or the first of July 2025.

#### UNFINISHED BUSINESS

Continuing the discussion of the Action Items list. Action item 1 is regarding grant opportunities, Mr. Clarkson presented a list of the grants applied for and the result of the application. Mr. Hebenstreit asked Mr. Clarkson if there are any grants that he thought the district should be looking at or taking action on at this time. Mr. Clarkson stated that in the future maybe five years after the Lagoon project is completed there may be an energy efficiency grant to look into. Item 2 regarding PFAS, Mr. Clarkson stated that the third round of testing for PFAS will be submitted in February 2025 Item 3 & 4 Emergency Water & Sewer System Plan. Mr. Clarkson & Mr. Urban, provided a draft plan for the board to review and discuss it next meeting. No updates on Tabled Items.

#### NEW BUSINESS

The District needs to purchase ten new grinder pumps for new construction as soon as possible. Discussion ensued. Pump Man/Flow

Systems Inc is the only vendor to purchase the pumps the District uses. Cost of ten wet well pumps is \$34675.00. The Board decided to authorize the purchase of 20 wet well and 20 dry well grinder pumps. Mr. Hebenstreit made a motion to approve the purchase of 20 wet well and 20 dry well grinder pumps. Mr. Hayes seconded the motion and all Trustees voted "Aye".

Mr. Clarkson proposed an agreement with Yates & Sons for use of the parking lot owned by Yates & Sons when accessing the lift station at IL 159 and Moro Rd making it safer for District employees. Mr. Yates contacted Mr. Clarkson about allowing the District access to his parking in trade for a grinder pump tank, grinder pump and the connection. He would then pay for the monthly service. Discussion Ensued. The grinder tank and pump cost the District approximately \$6000.00. Ms. Phillips expressed concerns about a contract being binding if Mr. Yates sells the property. Mr. Hebenstreit made a motion to draft an agreement. Mr. Hayes seconded the motion and all Trustees voted "Aye".

#### OPERATIONS REPORT

Mr. Clarkson presented the Operations reports for January 2025, and it is attached to these meeting minutes. Mr. Clarkson also presented information from Sarah Tebbe of HMG Engineers, regarding the lagoon project. .

#### ADJOURN TO EXECUTIVE SESSION

Adjourn to executive session, pursuant to Statute 5ILCS 120/2 (C)(1), to discuss employee personnel issues, and pursuant to Statute 5ILCS 120/2 (C)(11), to discuss possible litigation. Mr. Hayes made a motion to adjourn to Executive session. Mr. Hebenstreit seconded the motion and all Trustees voted "Aye".

BACK IN REGULAR MEETING FROM THE EXECUTIVE SESSION

Mr. Murphy made a motion to approve the raises and the new operator discussed in executive session. Mr. Hebenstreit seconded and all Trustees voted "Aye".

Mr. Hebenstreit requested to have the March 10, 2025 meeting moved to March 6, 2025 do to a scheduling conflict. Mr. Hebenstreit made a motion to approve moving the meeting. Mr. Murphy seconded and all Trustees voted "Aye"

ADJOURNMENT OF REGULAR MEETING

Mr. Hayes made a motion to adjourn the regular meeting. Mr. Hebenstreit seconded the motion and all Trustees voted "Aye".

Respectfully submitted, Rick Skiff, District Clerk

## Operations Report January 2025

#### Repairs to Water/Plant Equipment:

Static Mixer was delivered and installed. A crack was discovered in the downstream flange which is going to be bid for repair.

Spool piece in High Service room fabricated and replaced.

Replaced one of two blowers in High Service room. These blowers are used to agitate the media in the Trident units. This blower was original equipment to the plant build 2011. We purchased the Blower and install was completed by District Staff.

#### Sewer

Total call outs for month were 18. We changed out 16 grinder pumps in the month.

Lift station at 159 and Moro Rd repaired. Normal operation verified. Run times on pumps should curve back to normal.

Lift station at Deerfield Subdivision entrance has deteriorated electrical post. Work to repair is underway.

We are waiting on Electrical design permit for Lagoon project. The land application permit has been awarded and we are moving forward with bid process to begin Lagoon work. We have secured the advertisement in the

Bellville News Democrat per HMGs suggestion and will be hosting a pre bid meeting March 4<sup>th</sup>. We will have bid packets once these are completed. Expected to have packets this week. Bid date to be set when packets are complete.

No word from EPA on fine or litigations dates for Lagoon.